

FOX VALLEY REGIONAL TRAUMA EXECUTIVE COUNCIL

	AGENDA
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X	MINUTES
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	INVITED TO ATTEND
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X	PRESENT
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MEETING OF: Fox Valley Executive Council

(RTAC) meeting

DATE: June 10, 2009

TIME: 5:30 pm

PLACE: Liberty Hall

Kimberly

PRESIDING Tim Rosin

RECORDER R. Nack

NEXT MEETING: **August 12, 2009**
Liberty Hall, Kimberly

Present:

E.C. Members: Suzy Arter, Nettie Jenkins, Kelly Jung, Dan Perrault, Tim Rosin, Dave Schultz, Linda Schwister, John Walsh

Absent: James Austad, Mike Foley, Jason Foreman, Paul Roberts, Dawn Shuman

Other: Dee Evans, Mark Evers, Jeff Grimm, Valerie Heise, Robert Nack, Darcy Oligney, Dave Rae, Dotty Rippl, Robert Schipper, Kelly Schmude, Julie Thompson, Debbie Vande Hey, Angela Westergard, Denise Lepak, Steve Hansel, Tim Gough, John Wadzinski

TOPIC	SPEAKER	PURPOSE/DISCUSSION	ACTION/CONCLUSION
Call to order	Tim Rosin	Eight Executive Board members were present to start the meeting.	<ul style="list-style-type: none"> A quorum was present.
Approval of April 15, 09 Minutes and June 10, 09 Agenda	Tim Rosin	<ul style="list-style-type: none"> April 15, 09 Meeting Minutes and June 10th. Agenda 	<ul style="list-style-type: none"> Motion by Nettie Jenkins 2nd by Linda Schwister to approve the April 15, 09 Minutes and the June 10, 09 Agenda. Motion passed.
Treasurer's Report	Tim Rosin	<ul style="list-style-type: none"> Tim gave Treasurer's Report for May and June, 2009. Tim explained what funds we have received so far from the State and what we still have coming. Discussion on Request For Funds. Bob had received 4 written Request For Funds. Outagamie Cty. Public Health \$1500.00 for 250 Safe Sleep snap shirts to promote safe sleep environments. Grand Chute Fire Dept. \$780.00 for 4 Extrication Devices and 2 Ped. Backboards. Affinity Health System, Safe Kids Fox Valley for \$1,000.00 bike helmets 	<ul style="list-style-type: none"> Balance as of 6/10/09 is \$2,954.07. We do have \$17,971.00 available from the State if we show that amount of expenses. Kelly Jung made a motion 2nd. by Dave Schultz to approve Outagamie County Request for \$1500. John Walsh made a motion 2nd. by Nettie Jenkins to approve Grand Chute Fire Dept. request for \$780.00. Dan Perrault

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		<p>and \$325.00 for Child Passenger Safety Seat Training. Waushara Cty. Health Dept. \$2,000.00 for 200 bike helmets, 50 ski helmets, 20 child safety seats, and home safety items. A verbal Request For Funds for \$1500.00 for an Automatic External Defibrillator for Weyauwega Swimming Pool was presented.</p>	<p>made a motion 2nd. by Nettie Jenkins to approve Affinity Health, Safe Kids for \$1310.00. John Walsh made a motion 2nd. by Kelly Jung to approve the request with an adjustment. Eliminate the ski helmets and put those funds for 8 more Child Safety Seats. Total amount #1990.00, motion approved. Kelly Jung made a motion 2nd. by John Walsh to reimburse Weyauwega Swimming Pool up to \$1500.00 to purchase an AED.</p>
<p>Committee Reports</p> <p>Injury Prevention</p>	<p>Val Heise</p>	<ul style="list-style-type: none"> • Waupaca received 260 bike helmets from Safe Kids. They distributed 150 bike helmets and gave the remainder to area Police Dept. to give out. 	<ul style="list-style-type: none"> • Safe Kids need to be reimbursed 260.
<p>Performance Improvement</p>	<p>Suzy Arter</p>	<ul style="list-style-type: none"> • First Quarter Report has been completed. There were 4 hospitals that reported information. 20% of runs EMS scene time >20 min. 65% of pt. ED transfer time >3 hours prior to transfer. 	<ul style="list-style-type: none"> • See attached report.
<p>Medical Oversight</p>	<p>Nettie Jenkins</p>	<ul style="list-style-type: none"> • Discussed the results of the EMS Survey. • Discussed the RTAC Deliverables. 	<ul style="list-style-type: none"> • See attached report.
<p>Public Health</p>	<p>Judy Smolarek</p>	<ul style="list-style-type: none"> • Judy Smolarek had sent out Minutes from the 4/28/09 Public Health Meeting. 	<ul style="list-style-type: none"> • Email the 4/28/09 Public Health Meeting Minutes to the RTAC membership.
<p>WI Hospital Emergency Preparedness Plan (WHEPP)</p>	<p>Bob Nack</p>	<ul style="list-style-type: none"> • An electronic data Patient Tracking project exercise will be held in Milwaukee on 6/17/09. It is called Operation Red Dragon, there will be 500 patients and will involve 3500 National Guardsmen. • 21 EMS Services applied for PPE for EMS. Delivery should be by 9/30/09. There might be another round of this program if supplies are available. • May 19 WHEPP Mtg. had discussion regarding H1N1 outbreak. An After Action Report should be coming. 	<ul style="list-style-type: none"> • Delivery was delayed due to the H1N1 outbreak in April. The hospitals use up the supply treating patients. • An After Action Report should be coming.

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STAC	Jeff Grimm	<ul style="list-style-type: none"> • STAC has decided on holding single day meetings down in Madison which will save \$11,650.00. • Discussion regarding patients being transferred to Level 2 Trauma Centers and receiving the initial EMS field reports. 	<ul style="list-style-type: none"> • STAC Meetings will be on Wed. Oct. 7,09 and Dec. 2,09. • There was no solution but perhaps the RTAC should try to resolve this issue. • See attached STAC Notes from 6/03/09.
RTAC Coordinator	Bob Nack	<ul style="list-style-type: none"> • RTAC Meeting dates for 2009 are October 14, and December 09. • Dr. Scott Carpenter has resigned from STAC. So there is a vacancy for an ED Physician. Send CVs to Connie Rigdon. • HFS 110-113 is going to Town Hall Meetings throughout WI. Check on EMS website for dates and locations. These regulations are regarding EMT through Paramedic Licensing and associated fees. • STAC committee Trauma Systems Management will be reviewing HFS 118 for rules rewriting. HFS 118 regulates the functions of STAC and the RTACs. • EMS Advisory Board has 2 open positions. Please contact Helen Pullen if you are interested in a position on the EMS Advisory Board. • Objective 2 is regarding EMS Trauma Training. The Trauma Training covers Transport and Triage Guidelines, Patient Half Sheet, and GCS. Trauma Training was held May 20th. At Black Creek Rescue. • There are 8 objectives for 7/01/09 – 6/30/10. • Dr Schultz mentioned he would be willing to present educational programs at the RTAC Meetings for possible continuing education credits. • Due to Governor Doyle’s mandate of 5% cuts to Dept. budgets. RTAC funding for 7/01/09-6/30/09 has been reduced by 5% so it is \$47,500. • OJA has a 5th. Round of Radio Grants, contact Paul Wittkamp. • Performance Improvement indicators for the 	<ul style="list-style-type: none"> • See attached RTAC Coordinator Report. • You can contact Connie Rigdon at Connie.Rigdon@dhs.wisconsin.gov or 608-266-0601 • You can get the draft document of HFS 110 at www.dhs.wisconsin.gov. You can send them your comments. • You can contact Helen Pullen at Helen.Pullen@dhs.wisconsin.gov or 608-266-1568 • I am looking for any EMS Services to host this Trauma Training. If any EMS Transport Service is willing to host this training please get in contact with Bob Nack the RTAC Coordinator. • Objectives are attached.

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Review Bylaws	Tim Rosin	<p>rest of this year are EMS Scene Time > 20 min. and 3 hour ED time prior to transfer. Goal is to be at 85%. Data should come from Level I, II, or III's if they have their own registry. July 1, 2009 add GCS for both Prehospital and ED prior to transfer. The GCS should be broken down.</p> <ul style="list-style-type: none"> • WI Trauma Coordinator work group has created a CD with information to help all Trauma Coordinators. • Bylaws Item IV., second paragraph, delete the last sentence starting with the word Current. • Bylaws Item VI., third paragraph, delete “ and curriculum vitae” and after Chairperson add “or RTAC Coordinator”. • Bylaws Item X., delete the word “bi-annual” and add after necessary “ but not less than every other year on odd years”. 	<ul style="list-style-type: none"> • I made WI Trauma Coordinator Guide 2009 CDs for all FVRTAC Hospital Trauma Coord. • Bylaws are posted on the website www.foxrtac.net • There was no quorum at this time so no action could be taken.
RTAC Coordinator Contract	Tim Rosin	<ul style="list-style-type: none"> • Renewal of RTAC Coordinator Contract is 7/01/09 and is a Closed Session Meeting. 	<ul style="list-style-type: none"> • There was no quorum at this time so no action could be taken.
New Business	Tim Rosin	<ul style="list-style-type: none"> • No New Business. 	<ul style="list-style-type: none"> • Tim did thank everyone for attending and asked people to invite your neighboring agencies to come to the meetings.
Next Meeting Date	Tim Rosin	<ul style="list-style-type: none"> • The next meeting is planned for Wednesday, October 14, 2009 at Liberty Hall in Kimberly. • 2009 RTAC Meeting dates: August 12, 2009 October 14, 2009 December 09, 2009 • There was a Thank You from the people that the RTAC sponsored to go to the Update in Trauma Care 2009 on June 2nd. 	<ul style="list-style-type: none"> • It was decided not to have an August RTAC Meeting because there isn't a STAC meeting in August so there won't be any new information. • It was later decided by the Executive Council to have a brief RTAC meeting on Aug 12th. to take care of unfinished business

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Adjournment			<ul style="list-style-type: none">• Meeting adjourned at 7:54 motion by Suzy Arter, 2nd. by Nettie Jenkins.